

Policy and Procedure Guidelines For Early Term Stillbirths

Policy:

An Early Term Stillbirth Certificate may be issued to parents upon request, if the gestation is of at least 16 weeks gestation but less than 20 weeks gestation, calculated from the day on which the mother's last normal menstrual period began to the date of delivery.

Purpose of Policy:

To ensure that an early term stillbirth certificate may be issued to parents upon request in accordance with 86 26-2-14.3.

Procedure:

- a) Parents shall be referred to the Office of Vital Records and Statistics for assistance in filing the Certificate of Early Term Stillbirth
- b) Parents shall be provided the Worksheet for Early Term Stillbirth
- c) Worksheet for Early Term Stillbirth shall be completed by delivery attendant or other competent medical records personnel by reviewing the patient's medical record.
- d) The completed worksheet shall be submitted to the Office of Vital Records and Statistics by the applicant along with the completed application for an Early Term Stillbirth Certificate, picture ID and fee for issuance
- e) Certification Unit shall enter the early term stillbirth record into the type and print form in the OLIVER system